App. F. IX-4

Previous References

193 .
(CRB.)

File No. 30-32

Serial Nos. /

Later References.

G.8.3.84.30.

Reserve with 33? W

Printed

GENERAL AND REVENUE SECRETARIAT.

Serial Nos.

Part B for

SUBJECT.

Permit Mr Abdul Aziz to draw Rs 36/- in grade Rs 30-3-60-5-2-100 with effect from 19th October 1932

Office memorandum No 1384-S/CRB dt 9-9-33

To, The Comptroller [illegible] Thro the Secretary
" Secretary, CRB
Copy to the Office Branch
Copy to Mr Abdul Aziz

GVD 0196 JGIPB—15,000—7-7-34

G.R.S. III—3]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

RESPECTFULLY SUBMITTED.

(1) I respectfully beg to submit that I have been working as a Temporary Second Division Clerk in grade Rs.30-3-60-5-100 in the office of the Central Recruitment Board since 19th October 1928. Though I was entitled to a pay of Rs.39/- on the 19th October 1931 in the appointment I was allowed to draw only Rs.33/- from that date. Now I beg to state that, although I am entitled to draw pay at Rs.42/- per mensem from 19th October 1932, no increments have been sanctioned to me as yet on the score of not having passed the Secretariat Office Manual Examination. In this connection I may be permitted to state that increments have since been sanctioned to the marginally noted officials who have not passed the examination along with me.

(2) I therefore pray that my case also may kindly be viewed on the same lines and the increments already earned may be sanctioned with effect from the date of overdue.

M. Abdul Azeez

Second Division Clerk,
C.R.B. office.
2-12-1932.

(1) I beg to state that I was not able to pass the office Manual Examination held in Septr. last, as the question papers were very difficult which is testified to by the fact that only one candidate has secured a pass in the said examination.

1. Mr. T.S. Ramaswamy, Publicity Office.
2. Mr. J.S. Sharthappa, Office of the R.A. & L.C.

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

G.R.S. III—3]

3890

Routine Notes

[To be used only for notes, requisitions, etc., not intended for permanent record.]

GENERAL SECRETARY. 10 JAN. 1933 No.

CHIEF SECRETARY. 10 JAN. 1933

CHIEF SECRETARY. 17 JAN. 1933

PING SECTION * 3 FEB. 1933 * C.T.

(5) Sent for favourable consideration.
This postponement is in accordance with the most recent precedents.
6) May be laid on the table
11/1 Gen-Sec
Ch. Secy with compts
7) Laid on the table
10/1
Ch
10/1
8) May be laid on the table
Ch.-Sec
17/1/33
Ch
17/1
9) Issued
Mlg.
27/1/33
Ch
27/1
10) Submitted draft O.M. as per instructions of the Supt.
Issue
Ch
3/2
3/2
2.2.33.
3/2

O.M. No. 4590-91 & 7.2.33
forwarding M. Abdul Aziz, U.D. Clerk to Office Establishment already passed by him &c.

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

Rec
9/2

Re: Arrear claim of increments due to M.Abdul Aziz.

General and Revenue Secretariat	File No. 3820 of 193	[App. F. III—2

Serial No.	
	4) Objection Memo No. T 364 dated 13th February 1933 from the Comptroller to Government as to why Official Memorandum has not been communicated through the Financial Department. Subd. with draft reply for approval. 11/2/32 by Secy No 4938/CRB dt 25-2-33 sent.
	Objection Memo No. T 74 dated 4th March 1933 from the Comptroller to Government inviting attention to Official Memorandum No. 5922/C.R.B. dated 18th May 1932. Regarding the objection that the official has not passed the Office Manual Examination on the administrative side, necessary permission has been obtained vide 9 above and Official Memorandum No. 4590-91/C.R.B. 30-32 1 dated 7th February 1933. Besides the increments sanctioned relate to the period prior to the order requiring the officials to pass the Office Manual Examination to earn increments. Copies of the Official Memorandum are herewith put up for signature and transmission to the Financial Branch if financial confirmation is considered necessary. Fin. Dept. For favour of advice in the matter. 26/2 The case of this official was considered in the year 1932 and he was given one increment of Rs 3/- (raising his salary from Rs 30/- to Rs 33/-) from 19th October 1931

This has been delayed in the Branch for 4 months. Hence this has not been delayed.
Fl 328/28-7-33

NOTE—Contn. Sheet.

WD 0246 -GPB—15,000—22-8-32

as a special case. In para 21 of the Notes in the file leading to the above sanction, the Financial Secretary (Mr. B. Sreenivasa Iyengar) had suggested that standing instructions should be strictly followed in future and increments should be allowed only to those entitled after passing the prescribed examination. This view has been accepted by the Chief Secretary. (A)

Why this rule, which is being followed generally, is not applied in the present case is not clear. If the intention is that the officials in the C.R.B. Office or this particular official need not be required to pass the prescribed examination for satisfactory reasons, a formal order of Government granting the exemption will be necessary. Even when such an order is passed the grant of only one increment will be ordinarily admissible from the date of such order, and the present proposal to sanction simultaneously four increments and that too with retrospective effect (1st from 19-10-29, 2nd from 19-10-30, 3rd from 19-10-31 and 4th from 19-10-32) is not financially acceptable.

If any special consideration is to be shown I would suggest that he may be given one further increment from 19-10-32 (i.e., raising his salary to Rs 36/-) in addition to one increment already sanctioned from 19-10-31. (B)

1.8.33

1.8.33.

2/8

The Standing instructions, (as at A above) have, of course, to be followed & enforced, & no exemption in the case of the C.R.B office is desirable or can be

Serial No.

asked for. The C.R.B. office is practically a part or an associate of the G.R.S & as such no separate or special rules for the CRB office are called for, in regard to the passing of the prescribed Secte office Manual Exam^n, necessary for earning increments).

In the case of this Official in q^n, he was shown very Spl. Cons^n last time (vide ~~& order~~ in the file put up below) & given one increment (from Rs 30 to Rs 33) with effect from 19-10-31, tho' he had not passed the required Exam^n. It was also specifically ~~asked for coming~~ observed that for further increments, the passing of the Ex^n is very necessary. The official has still not passed the Ex^n, so far. As such, he cannot reasonably ask for all the increments from the beginning ~~since~~, (& that too, ~~for~~ simultaneously for 4 increments & with retrospective effect from 19-10-29). That would be even going behind the previous order, allowing only one increment from Rs 30 to 33/-. The order of Sanction (in Para 9 above) does not perhaps ~~allow~~ allow the grant of all the back increments, even prior to the passing of the previous order. At best, it might allow only one further increment (from 33 to 36), again as a very special case.

If the official had at least passed the Ex^n, since, his case could have been pressed for Cons^n. But, as he has not, he cannot validly ~~perhaps~~ claim further Concession. The reason given for not passing the last ex^n, viz, the questions in the paper were different is not at all acceptable in his favour.

If, at all, he may, as

NOTE—Contn. Sheet.

WD 0246 —GPB—15,000—22-8-32

File No. of 193 | General and Revenue Secretariat

agreed to by the Fin. Secy., (vide Baroda D.O. ~~No.~~ dated 3-8-33) as a very special case, to grant one further increment from Rs 33 to 36/- from 19-8-32, with a warning that if he does not pass at the next opportunity at least, he is liable to lose his present acting temporary appointment, ~~[illegible]~~ and revert to his permanent ~~[illegible]~~ place of posting for orders.

Sh. Secy 3/8

Secy 23 14/8 14/8

Draft Ord is put up for approvals.

Sd/- 9. 18/8 6/8

Sd. Not here ver delayed for next month. 6/8

Asst. Secy. to Govt. R. to note 7/9

Asst. Secy. 5/15

Draft Secy. has agreed.

Draft Hair filed.

Sd/- 7/9

Issue 9.9.33

Issued 9

Serial No.

O.M. No. 1384-S dt 9.9.33 remitting to hour Rs 36/- in favour Rs 30-3-60-5= cco hom 19/45 October 1932 in favour of M. Abdul Aziz.

NOTE—Contn. Sheet.

WD 0246 —GPB—15,000—22-8-32

Appendix F G—1]

SUBJECT .....

.....

.....

Section C113

File No. 30-32

Serial No. 1

Diary No. of letter replied to 3820

No. 4590-91/CB3

To Official Memorandum.

In supersession of Offic
Memorandum No. 5922/CB
dt. 18.5.1932 M. Abdul
Aziz, Temporary Second
Division clerk in the grade
Rs. 30-3-60-5-160 in the Offi
of the Secretary, C113 Br
is permitted to draw the
increments already earned
in the above grade
by him as noted below:—

Rs 33/- p.m. from 19.10.1929
Rs 36/- —do— 19.10.1930
Rs 39/- —do— 19.10.1931
Rs 42/- —do— 19.10.1932

By order,

Asst. Secretary

To

The Comptroller to Govt.
The Secretary, C113 Branch
The Office Branch

General and Revenue Secretariat

( ) ×P

the *193*

Date of issue 7.2.33

Signed by Mrcm.

List of enclosures .....

Copied by .....

Examined by .....

2.2.33

WD 71—GRPAL—40,000—20-7-31.

Memo No. 4938/GB3 B25: 2.33.

Returned with compliments.

(1) Financial Confirmation is not necessary for the grant of periodical increments admissible under the Codal Rules.

(2) The Increment Certificate is attached.

(3) The expenditure may be met from the savings effected under the Budget head "12 Genl. Administration, 4 Civil Sectt, Salary to C.R.B. Estt.

(4) The increment had been withheld as the official had not passed the Office Manual Examination.

(Draft)

24-2-1933.

Secretary,
C.R.B.

Supplemental bill of the establishment of the Secretary, Central Recruitment Board, Bangalore.

14

Name of section and of incumbent	Name of post	Pay, acting and leave allowances claimed (separately)	Pay, acting or leave allowance held over for future payment	Fines	Net charge for each section.
	Re: Arrear increments due to M.Abdul Aziz, Temporary II Division clerk, Central Recruitment Board office from 19th October 1929 to end of January 1933 as per Official Memorandum No. 45901 C.R.B. 30-32-1 dated 7th February 1933.				
M. Abdul Aziz Temporary II Division clerk.	Increments @ Rs 3/- per mensem from 19th Octr'1929 to 18th Octr'1930	36 0 0			36 0 0
Do	Increments @ Rs 6/- per mensem from 19th October 1930 to 18th Octr' 931	72 0 0			72 0 0
Do	Increments @ Rs 9/- per mensem from 19th Octr' 1931 to 18th Octr'1932.	108-0-0			
	Deduct @ Rs 3/- per mensem already drawn in previous bills	36-0-0			
		Net 72 0 0			72 0 0
Do	Increments @ Rs 12/- per mensem from 19th Octr'1932 to end of Jany' 1933.	Rs 41-0-6			
	Deduct @ Rs3/- per mensemfrom 19th Octr' 1932 end of Jany'33 (already drawn)	10-4-0			
		Rs30-12-6			30 12 6
					210 12 6
	Deduct cut in salary for the period from 19th Octr' 32 to end of January 1933				6 14 0
					203 14 6
					Net. or Rs203 15 0

Rupees Two Hundred and three and annas Fifteen only.

The amount claimed in the above bill has not been drawn in any of the previous bills.

Bangalore
9th February 1933.

Secretary,
Central Recruitment Board.

9.2.33

DETAIL OF ABSENTEES REFUNDED BY DEDUCTION IN THIS BILL.

Section of establishment	Name	Period	Amount

"Certified that no person in superior service on this establishment has been absent either on deputation or suspension or with or without leave (except on casual leave) during the month of.
that all appointments and promotions temporary and permanent have been recorded in the Service Books of the persons concerned under my initials.

N.B.—When an absentee statement accompanies the bill, the words from "no person" to "further that" should be struck out.

Head of Office.

Space for Comptroller's use

Major Head

Minor Head

Detailed Head

Total amount of Bill Rs.

Admitted	Rs.
Objected to	Rs.
Disallowed	Rs.
Total amount of bill	Rs.

Auditor.

Superintendent

Reviewing Officer.

WD 940—GPB—20,000—3-12-23

Finl. 190 Form 18 M. C. A. C. Vol. I

PERIODICAL INCREMENT CERTIFICATE.

Certified that the Officers named below are allowed the sanctioned periodical increments from the dates cited in column 8 for approved service:—

(1) Having been the incumbent of the appointment specified for not less than one years from the date in column 7 after deducting periods of suspension for misconduct and of absence on

(2) I

WD 1177—GPB—5,000—16-12-2

Serial No.	Name of Incumbent	Appointment	Whether substantive or acting or *Sub-protem*	Scale of pay				Date of last increment (or of appointment to post)	Present Pay	Date of present increment	Pay after present increment	Suspended for misconduct		Leave without allowance	
				Minimum	Rate of increment Annual	Rate of increment Biennial	Maximum					From	To	From	To
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
				Rs.	Rs.	Rs.	Rs.		Rs.		Rs.				
	Mr. M Abdul Aziz	Temporary II Division Clerk	Temporary	Rs	30-3-60-5-100			19-10-1928	30	19-10-1929 19-10-1930 19-10-1931 19-10-1932	33 36 39 42				

N.B.- Increments of Rs 3/- per mensem already drawn from 19th October 1931 in previous months bills has to be deducted.

N. B.—The figure (1) or (2) should be placed against each name according as the reason (1) or (2) applies. The explanatory memo should be submitted in any case in which an increment is given otherwise than for continuous service for the prescribed period.

Secretary
Central Recruitment Board

Station.....Bangalore.

25th

Head of Offi-

C. O. T. A. D. 38]

To be returned with reply.

COMPTROLLER'S OFFICE,

Bangalore, dated 13-2-1935.

Memo No. 4

The accompanying bill is returned for supplying the omission noted below :—

Revised pay bill
1-2-1935

Assistant Comptroller.

To

The Secretary
Central Recruiting Boards
Bangalore

---

1) Official memorandum No. 5590-91/CR 130-32-1 dated the 1st July 1933 permitting the Head Clerk to draw the emoluments of the post of Accountant communicated through the Personal Department.

2) [illegible] to certify that the Accountant has not been in receipt of any pay in addition to his pay in the scale of Rs. [illegible] and that no leave has been granted to him [illegible]

P.T.O.

Memo No. 4938/C.R.B.

Dated Bangalore 25th February 1933.

Returned with compliments.

(1) Financial confirmation is not necessary for the grant of periodical increments admissible under the Codal Rules.

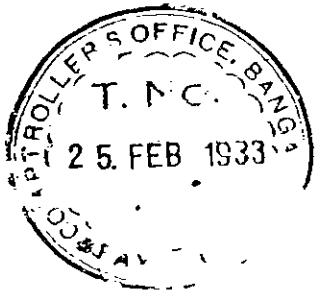
(2) The Increment Certificate is attached.

(3) The expenditure may be met from the savings effected under the Budget head "12 General Administration, 4 Civil Secretariat, Salary to Central Recruitment Board Establishment."

(4) The increment had been with-held as the official had not passed the Office Manual Examination.

Secretary,
Central Recruitment Board.

25th February 1933.



74

C. O. T. A. D. 38]

To be returned with reply.

COMPTROLLER'S OFFICE,

Bangalore, dated...3...193J.

Memo No.

The accompanying bill is returned for supplying the omission noted below:—

Assistant Comptroller.

To

Appendix F G—1]

SUBJECT.....

.....

.....

Section

File No.

Serial No.

Diary No. of letter replied to .....

General and Revenue Secretariat

( )

the *193* .

Date of issue..... 9.9.33

Signed by..... M A W

List of enclosures.....

Copied by.....

Examined by.....

No. 1384-GC/Official Memorandum

Re Supersession of Office Memorandum No. 4590-91/CRB 30-32-1 dt 7th February 1933.

M Above Agiy temporary on Rs 33/- 2nd Dn Clerk ~~entitled~~ in have ~~to~~ Pay Rs 30-3-60-5-100 in the Office of the Secy, C.R.B. is permitted to draw a pay of Rs 36/- per mensem in the above ave with effect from the 19th October 1932

By order,

M 6/9

for Chief Secy to Govt

To, The Comptr to Govt
The Financial Secy
& Secy, C.R.B.
Copy to the Office Branch
Copy to M Above Agiy Deptt
Necessary with his initials

12/9.

we does not pass (al-lah)
at-least
et opportunity; the Manual
minal, she is liable to lose.
: present setting arrangement
e power of appointment and revoke
his treasurer.

Byron.

H. Brig. Secy 6/8

DW
6/9